



# Wokingham Without Parish Council

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26 October 2021

To: All Parish Councillors

You are summoned to attend the meeting of the Parish Council which will be held at **7.30pm** on Monday the 1<sup>st</sup> November 2021 in the Howard Palmer Room at St Sebastian's Memorial Hall, Nine Mile Ride.

Katy Hughes  
Clerk to the Council

## AGENDA

- 1 Welcome and Introductions**
- 2 Acceptance of Apologies for Absence**
- 3 Declarations of Interest:**  
Members are asked to declare any Personal Interest or Disclosable Pecuniary Interest which they may have in any of the items under consideration at this meeting. *\*See notes at the end of the agenda.*
- 4 Minutes of council meetings**
  - a) To **approve** and adopt the minutes of the meeting held on 4<sup>th</sup> October 2021 (*attached*)  
*Please contact the Clerk ahead of the meeting if there are inaccuracies.*
  - b) Matters arising from the minutes of the 4<sup>th</sup> October
- 5 Public questions**
- 6 Borough Councillors' Briefing**
- 7 Clerk's Report**  
To note the Clerk's report included in the agenda pack (*see appendix 7*)  
To receive any updates or additional items since publication of the agenda
- 8 Reports from Outside / Other Meetings:**

	Meeting	Date	Report
8A	Buildings and Facilities Working Group	13/10/21	See appendix 8A – meeting notes
8B	Crowthorne Carnival AGM	20/10/21	Cllr Cannon
8C	Meeting to review planning application 211033	25/10/21	See appendix 8C

- 9 Ecological survey – land at St Sebastian's Memorial Hall**  
To appoint a contractor to undertake an ecological assessment of land at the Memorial Hall (*see appendix 9*)

**10 Pinewood Orchard Fencing replacement**

To consider a proposal for fencing replacement for the community orchard at Pinewood, including:

- i.* To consider and approve the suspension of Financial Regulation 11(h)
- ii.* To consider and approve the appointment of BH Environmental to carry out the fencing replacement for the existing fencing
- iii.* To consider and approve the appointment of BH Environmental to remove the laurel hedge, back fill root space with topsoil and install fencing to the rear wall, along the orchard's western boundary.  
(See appendix 10 – decision paper for details).

**11 St Sebastian's Memorial Hall – CCTV upgrade**

To consider a recommendation from the Buildings and Facilities Working Group to upgrade the CCTV at St Sebastian's Memorial Hall, including:

- i.* To consider and approve the suspension of Financial Regulation 11(h)
- ii.* To consider and approve the appointment of 360Protech to provide an upgrade for the existing internal and external CCTV system
- iii.* To delegate the decision on the final siting of external cameras to the appropriate working group, once the plans for the extension of the car park are finalised.  
(See appendix 11 – decision paper for details)

**12 St Sebastian's Memorial Hall – Window replacement project**

To consider a recommendation from the Buildings and Facilities Working Group for the replacement of the windows at the St Sebastian's Memorial Hall and Howard Palmer Room – (see appendix 12)

**13 Pinewood Hall – refurbishment project**

- a) To appoint additional members to the Buildings and Facilities Working Group
- b) To consider a recommendation from the Buildings and Facilities Working Group to appoint a contractor to undertake Stage One (scoping) for a refurbishment of the hall – (see appendix 13 and 13B)

**14 CIL projects update**

- To receive an update on CIL projects – (see appendix 14)
- To note the completion of the following projects:
  - Pinewood Storage containers
  - Gate replacement rear of Pinewood Gymnastics Club and Pinewood Motorcycles.

**15 Planning**

- a) To receive and confirm comments from members on current planning applications (circulated 13<sup>th</sup> and 25<sup>th</sup> October).
- b) To review feedback from the 25<sup>th</sup> October meeting and approve comments for submission (see appendix 8C).
- c) To note comments submitted and updates received on planning applications - previously circulated via email to members (see appendix 15C)

**16 Financial Information**

- a) To receive a report on outstanding balances (see appendix 16A)
- b) To **approve** payments both made and still to be made (see appendices 16B(i) and 16B(ii))
- c) To receive a detailed income and expenditure report and financial performance against budget report to 31<sup>st</sup> August 2021 (see appendix 16C).
- d) To receive a report from the Clerk on income to date and projected income for 2021-22 financial year (see appendix 16D)
- e) To receive a report of salary expenditure year to date (see appendix 16E)

**17 Chairman's Communications**

a) Community Christmas trees at Greenwood Road shops / Parish Office

**18 Date of Next Meeting – Meeting of the Parish Council at 7.30pm on Monday 6<sup>th</sup> December 2021.**

*Please forward any items for Information and discussion at future meetings to the Clerk*

**\*Notes on Declaration of Interest**

*Members with a Disclosable Pecuniary Interest, as listed in Appendix A of the Code of Conduct, or with an interest listed in Appendix B of the Code of Conduct, in any matter to be considered in this Agenda, should declare the interest at the start of the meeting, and withdraw from the meeting when the matter is under consideration. If Members have any questions about this process, they are requested to speak to the Clerk before the meeting, as it is not practical to give detailed advice at the meeting itself.*